



**State Controller's Office**  
**Personnel/Payroll Services Division**  
**Ad Hoc Committee on Human Resources**

**June 27, 2019**

**Program Management and Analysis Bureau (PMAB)**

❖ **Employment History (EH) – Pliny Reynolds**

- The State Controller's Office (SCO) plans to process EH mass updates for the upcoming salary increases effective July 1<sup>st</sup>, 2019 during the second week of July for Rank and File employees and the third week of July for Exempt positions.
- The Personnel Letter for upcoming salary increases will be released in coordination with CalHR's pay letter. Any actions required by departments will be included in the SCO's Personnel Letter.

❖ **Affordable Care Act (ACA) – Megan Vinson**

- Reminder: Report PDA8758 is available on ViewDirect and contains department errors related to the mass update of separation codes. Corrections must be made by June 28, 2019. Please refer to [Payroll Letter #19-009](#).
- Our edits and audits program has been revised to include the changes rolled out in the latter part of last year surrounding the effective dates of the 2B/2A and COBRA codes. All transactions surrounding the keying of these transactions can be done at a department level and no longer require SCO to override. Please refer to [Payroll Letter #18-017](#).
- Revised ACA Training: Sessions will now be held at and hosted by SCO at our 300 Capitol Mall Sacramento, CA 95831 location. The revised training will cover the ACA, the ACA's impact, the roles of departments, and real keying into the ACAS. See below current training sessions:
  - August 19<sup>th</sup>, 2019 – 8:00 AM to 12:00 PM
  - August 26<sup>th</sup>, 2019 – 8:00 AM to 12:00 PM
- To sign up for an ACA Training session please email [ppsdacatrainng@sco.ca.gov](mailto:ppsdacatrainng@sco.ca.gov).

**California State Payroll System (CSPS) – Bernadine Schultz/Bill Harrigan**

- Requirements gathering will be happening for the next year. Executive sign off is expected to happen by 5/29/2020.
- The CSPS team is working on requirements gathering, the present number are:

1.0 Personnel Administration	473
2.0 Benefits Administration	53

3.0 Time and Attendance Administration	164
4.0 Payroll	70
5.0 Self Service Portals	152
6.0 User Administration	10
7.0 General System	563
<b>Grand Total</b>	<b>1485</b>

- Subject Matter Expert (SME) review invitations will be sent out some time in September for meetings regarding the requirements.